



EITI Albania Work Plan 2016 -2019

Cover note

This document represents EITI Albania Work-plan for year 2016-2019.

In this document, EITI Albania and the Albanian MSG have put down the objectives and tasks to achieve and have also identified the objectives that we want to accomplish during the years 2016 -2019.

The natural flow of the EITI process requires us to upgrade from the “start-storming” phase to the “performing” EITI phase. Therefore we will focus and invest in those activities which will enable the EITI processes to be rhythmic and sustainable.

In the center of our activities and in compliance with the EITI standard, will be the:

- a) Production and Publication of EITI reports in the “year +1” format;
- b) Awareness Raising and Outreach activities with a special focus on customized communication for our stakeholders that will aim to create a platform for professional debate; we have identified several partners in our EITI processes such as students, academics, legislators, analysts, parliamentarians etc. They should be part of the EITI processes and each communication should be tailored according to their specifics.
- c) MSG empowerment through broader participation of stakeholders and customized capacity building;
- d) A totally new chapter on Beneficial Ownership disclosures that will require dedicated activities and resources on preparation of public acceptance, wide consultations with stakeholders, legal modifications and enforcement, etc.;
- e) Continuously expanding the Inclusion under the EITI cadre of other natural resource governance sectors or aspects. With the successful inclusion in our 2013 + 2014 EITI reports of the hydrology sector, the EITI reports in the following year will continue to contain full report on our water resource usage. Also, important aspects such as the Local Content and Environment issues will be in our agenda.
- f) Based on the findings and the neuralgias that we have identified during the preparation of our EITI reports we need to work with our legal framework to enable a normal flow of the reporting process. Along with the reporting process, in the center of our agenda for 2016 and 2017 will be the improvement of the legal framework with regard to Transparency and good governance of the Sector. 2016 will seek to produce a scanning of the active legal framework regulation the sector, define areas for improvement or approximation and draft recommendations. During 2017 and 2018 EITI Albania will work to approve and implement legal and regulative changes suggested by the "legal review" and agreed with stakeholders.

EITI Albania

EITI Albania Work Plan 2016 -2019

Theme	Objective	Activity	Responsible Person/Institution	Timescale	Costs	Funds available		Status
						World Bank	State Budget	
Work plan 2016	Preparation of the work plan aligned with the EITI standards	Planning activities Reorganization of activities including unrealized activities of the work plan 2015 Presentation to the interested groups Online publication in the official website of EITI Albania	EITI Albania MSG	Jan – Feb 2016	None			Completed
Annual activity report 2015	Preparation of the EITI Albania progress report for year 2015	Description of EITI Albania activities during 2015. Analysis and evidencing of the Issues and obstacles that caused delay in meeting planned 2015 activities.	EITI Albania MSG	Jan - Mar 2016	None			Completed
MSG	Reorganization of MSG	Confirmation of members	MEI EITI Albania MSG	Jan – Oct 2016	None			Ongoing -Completed assignment of government officials; -Issued official request to CSO reps on Oct. 2016 for replacement of MSG reps.

EITI Albania Work Plan 2016 -2019

		<p><i>Preparation of Terms of Reference for MSG</i></p> <p><i>Organize MSG meetings for TOR approval</i></p> <p><i>Adaption of MSG regulation according to the membership status of EITI Albania Secretariat</i></p> <p><i>Mapping and Consensus Building for Civil Society engagement in EITI processes</i></p>		<p><i>Jan – May 2016</i></p> <p><i>Mar – Oct 2016</i></p> <p><i>December 2016</i></p> <p><i>December 2017</i></p>				<p><i>Completed</i></p> <p><i>Completed</i></p> <p><i>Completed</i></p> <p><i>Not started</i></p>
	<i>NEW: MSG empowerment</i>				<i>New WB funding</i>	<i>\$50,000</i>		
<i>Legal and Regulatory Review</i>	<i>Providing a stable legislation for the implementation of EITI in Albania</i>	<i>Improvement of instructions and existing orders, sub-laws acts on procedures and deadlines regarding EITI reporting based on the new Mining Law no. 134/2014 dt. 9.10.2014 and Hydropower Law no. 19/2015 dt. 12.03.2015</i>	<i>MEI; MSG EITI Albania Hydrocarbons Directory Mining Directory MEI</i>	<i>Jan 2016 - Jan 2017</i>	<i>None</i>			<i>On process revisions for amending the hydropower Law no. 19/2015 dt. 12.03.2015</i>
	<i>Selection of Legal Consultant</i>	<i>Setting objectives concerning the revision of the legal framework for EITI implementation, in petroleum, mining and hydropower sectors</i>	<i>MSG EITI Albania</i>	<i>Mar – Aug 2016</i>	<i>WB Grant</i>	<i>€ 72,683 \$ 80,620</i>		<i>Completed</i>
	<i>Compliance of EITI standards with Albanian legislation</i>	<i>Drafting of TOR for the legal expertise required</i>						
		<i>Drafting of the law on transparency and good governance of natural resources, evaluating legislation in other EITI countries, and implementation experiences in these countries</i>	<i>EITI Albania MSG</i>	<i>Aug 2016-Mar 2017</i>				<i>On process</i>
		<i>Improvement of the reporting form for entities by increasing the number of indicators in EITI reporting / disclosure</i>						
		<i>Identifying barriers that slow down the data collection from state agencies and entities</i>						

EITI Albania Work Plan 2016 -2019

		<p>(adoption with the reporting system, collection and processing of data)</p> <p><i>Produce a report based on the scanning of the active legal framework regulation of the sector; Define areas for improvement or approximation and draft recommendations; Deliver consultations with stakeholders</i></p>	Consultant					
Communication Strategy 2016-2017	<p>Selection of Consultant</p> <p>Preparation of the Communication Strategy 2016-2017</p>	<p>Drafting of TOR, Setting objectives and goals</p> <p>Selection of Consultant</p> <p>Listing of communication strategy activities, advertising campaign</p> <p>SWOT analysis</p> <p>The online publication in the official website</p> <p>Presentation to the interested groups</p>	<p>EITI Albania MSG</p> <p>Consultant</p> <p>EITI Albania Consultant</p>	<p>Feb – Aug 2016</p> <p>Aug – Oct 2016</p>	WB Grant	<p>€ 6,640</p> <p>\$7,500</p>		<p>Completed</p> <p>Completed</p>
Communication activities	<p>Package for Public awareness campaign as per activities foreseen in the Communication Strategy 2016</p> <p>Presentation of the reports EITI 2013 and EITI 2014 to the wide public</p>	<p>Invitation for Expression Offer to companies in the field</p> <p>Tendering and selection process</p> <p>Signing of the contract with the company selected</p> <p>Seminars, meetings with groups of interest</p> <p>Distribute the report to extractive companies, local government units, civil society and other interest groups such as donors, central government institutions, parliamentary groups,</p>	EITI Albania	Oct 2016 – Dec 2017	WB Grant	\$ 85'000 *		<p>Completed</p> <p>On process</p>

EITI Albania Work Plan 2016 -2019

	<p><i>environmentalists, etc.</i></p> <p><i>Advertising the report in media (TV, newspapers)</i></p> <p><i>Information activities in the media, press conferences, forums, publicity, etc.</i></p> <p><i>Quarterly informative newsletter on EITI activities</i></p> <p><i>Meetings with students, high school students in cities where extractive industry operates</i></p> <p><i>Continuous updating of the website and social media pages</i></p> <p><i>Printing of brochures, leaflets, banners, different promotional and information materials</i></p>						<p><i>On process</i></p>
<p><i>Publication of EITI Albania activities to be recognized by the public</i></p>							<p><i>On process</i></p>
<p><i>Production of information materials</i></p>							
<p><i>NEW: International summit + two local roundtables (preparation of content, referees, moderator)</i></p>	<p><i>Round table with the civil society organization</i></p> <p><i>Round table with Extractive Industry operators</i></p> <p><i>EITI Albania International Conference on "Taxation and Legal Framework of Extractive Industries- Albania case and International best practices"</i></p>	<p><i>EITI Albania/ Consultant</i></p>	<p><i>February 2017</i></p> <p><i>March 2017</i></p> <p><i>April 2017</i></p>	<p><i>WB Grant</i></p>	<p><i>€ 30'130</i></p> <p><i>\$ 32'240</i></p>		<p><i>Completed</i></p> <p><i>On proces</i></p>
<p><i>NEW: Choose the EITI Ambassador for 2017</i></p>	<p><i>Hire an individual media consultant who will act as an EITI brand Ambassador in the Albanian process and in the implementation of the Communication plan for 2017.</i></p>	<p><i>EITI Albania/ Individual Consultant</i></p>	<p><i>January – December 2017</i></p>	<p><i>WB Grant</i></p>	<p><i>\$ 15'600</i></p>		<p><i>Hiring Completed</i></p>

EITI Albania Work Plan 2016 -2019

	<i>NEW: Communication Activities for 2018-2019</i>	<i>Communication and Outreach for 2018-2019 (media outreach campaigns, internet and social media activities, awareness raising events)</i>	<i>EITI Albania/ Consultant</i>	<i>2018-2019</i>	<i>WB new funding</i>	<i>\$ 102'500</i>		<i>Not Started</i>
<i>EITI Reports 2015 and 2016</i>	<i>Drafting of TOR</i>	<i>Discussion and approval of MSG for the terms of reference referred to the EITI standards</i>	<i>EITI Albania MSG</i>	<i>Feb – Apr 2016</i>	<i>WB Grant</i>	<i>\$ 128'000</i>		<i>Completed</i>
	<i>Selection of Independent Administrator</i>	<i>Approval of the ToR from the World Bank</i>	<i>World Bank</i>	<i>Apr –Jul 2016</i>				<i>Completed</i>
		<i>Selection of reporting subjects for EITI reports</i>	<i>EITI Albania</i>					
		<i>Publication of Expression of Interest for the Independent Administrator</i>	<i>EITI Albania</i>					
		<i>Tendering and selection process</i>						
		<i>Signing of the contract with the Independent Administrator</i>	<i>EITI Albania</i>					
	<i>Publication of 2015 EITI Report</i>	<i>Presentation to the wide public the results of 2015 EITI Report</i>	<i>EITI Albania</i>	<i>Dec 2016 – Apr 2017</i>		<i>On process</i>		
<i>NEW: Standard requirement: Implement EITI Report recommendations</i>	<i>Consultancy services to assist government agencies with the implementation of the recommendations from the EITI Reports (EITI standard requirement)</i>	<i>EITI Albania IA</i>	<i>December 2018</i>		<i>\$ 50, 000</i>	<i>Not Started</i>		

EITI Albania Work Plan 2016 -2019

<i>NEW: EITI Reports 2017 and 2018</i>	<i>Drafting of TOR</i>	<i>Discussion and approval of MSG for the terms of reference referred to the EITI standards</i>	<i>EITI Albania MSG</i>	<i>December 2019</i>	<i>WB new funding</i>	<i>\$ 150'000</i>		<i>Not started</i>
	<i>Selection of Independent Administrator</i>	<i>Approval of the ToR from the World Bank</i>	<i>World Bank</i>					
		<i>Selection of reporting subjects for EITI reports</i>	<i>EITI Albania</i>					
		<i>Publication of Expression of Interest for the Independent Administrator</i>	<i>EITI Albania</i>					
		<i>Tendering and selection process</i>	<i>EITI Albania</i>					
		<i>Signing of the contract with the Independent Administrator</i>	<i>EITI Albania</i>					
	<i>Publication of the EITI Reports</i>	<i>Presentation to the wide public the results of EITI Reports</i>	<i>EITI Albania</i>					
<i>EITI Validation 2016</i>	<i>Participation in the validation process</i>	<i>Assistance, availability of requested materials in EITI validation process 2016</i>	<i>EITI International MSG EITI Albania</i>	<i>April 2017</i>	<i>None</i>			<i>Not started</i>
<i>Study of transparency about the usage of rent income and donations of extractive industry companies in local government (CSR)</i>	<i>Define of the mechanisms for the use of rent income by the local government</i>	<i>Meetings with leaders and organizational structures of the municipalities and the central government, with stakeholders regarding royalty, donations support and projects prepared for the community.</i> <i>Study publication and recommendations for improvements</i>	<i>EITI Albania MSG</i>	<i>Oct 2016-March 2017</i>	<i>None</i>			<i>On process</i>

EITI Albania Work Plan 2016 -2019

Surveys on EITI impact	Survey on the impact of EITI activity after the publication of reports EITI 2013 and EITI 2014	<p>Distribution and filling of questionnaires filled in: Bulqize, Patos, Fier, Selenice, Kukes, Librazhd, Perrenjas, Pogradec, Tirana.</p> <p>Statistical analysis of the data obtained from the questionnaire</p> <p>Publication of the analysis on the EITI impact</p>	EITI Albania	Sep – Nov 2016	None			Completed
Capacity building	<p>Training programs for the EITI Albania staff and MSG members</p> <p><i>NEW: Tailored training for all stakeholders on Natural Resource Governance Aspects</i></p>	<p>ASPA trainings; Communication Standards, Public Policy Development, Project Management, Public Procurements, ect.</p> <p>Training of MSG members, on the role of MSG, scope, power and ability to deliver progress and stakeholders on enhancing their role in the Extractive Industries. Training on the new Standard 2016+ Beneficial Ownership Disclosures</p> <p><i>Training of government employees, EITI staff+ MSG representatives on all aspects of Natural Resource Governance issues such as Fiscal Package, Legal Framework, Local Content, Environment, Taxation, GIS and Cadastre systems, arbitrage and international contracts etc.</i></p> <p><i>Explore and define Complete Training Courses offered by reputational agencies on this regard such as universities, research agencies etc.</i></p> <p><i>Participation of stakeholders in international forums focused on BO disclosures + natural</i></p>	<p>EITI Albania WB MSG</p> <p>EITI Albania</p>	<p>Jan 2016 – Dec 2017</p> <p>2017-2018</p>	<p>Existing WB Grant</p> <p>New WB Grant</p>	<p>\$ 55'000</p> <p>\$25,000</p> <p>\$20'000</p>		<p>Ongoing</p> <p>Ongoing</p>

EITI Albania Work Plan 2016 -2019

	<i>Ongoing Support to the EITI Process</i>	<i>resource governance</i> <i>Consultancy for government institutions and companies operating in the extractive sector</i>	<i>IA+ EITI Albania</i>	<i>Mar- Dec 2016</i>				<i>Ongoing</i>
<i>Additional projects</i>	<i>NEW: Study on the impact of extractive industries contribute to economic growth and employment in Albania</i>	<i>Setting objectives, Drafting TOR, Selection of consultant process, Final Report</i>	<i>EITI Albania MSG</i>	<i>December 2017</i>	<i>WB Grant extra funding</i>	<i>\$ 50'000</i>		<i>Not started</i>
	<i>NEW: Study on the impact of EI in Environment. Calculate the Impact of the Extractive Industries in the environment</i>	<i>Setting objectives, Drafting TOR, Selection of consultant process, Final Report</i>	<i>EITI Albania MSG</i>	<i>December 2018</i>	<i>WB Grant extra funding</i>	<i>\$ 50'000</i>		<i>Not started</i>
	<i>Study on "Developing a new global reporting standard & scoring system on local content"</i>	<i>Piloting a local content standard within national EITI process in Albania</i>	<i>GIZ EITI Albania</i>	<i>Nov 2016 – January 2017</i>				<i>Completed</i>
	<i>Establish and Publish online register of licences</i>	<i>Stage I: Build the Register with all data as per EITI Standard. Publish Stage II: Build the online Licenses Register</i>	<i>MEI/ EITI Albania MEI/ EITI Albania</i>	<i>2016 2018</i>	<i>None Funding by other sources</i>			<i>Completed Ongoing</i>

EITI Albania Work Plan 2016 -2019

	Setting online Mining cadastre system EITI Information Center of Extractive Industry (Aktivity proposed by Mr. Ilir Aliaj)	Setting objectives, Drafting TOR for improvements in the cadastral system of mining and quarrying industry Implementation of data warehouse centre on extractive industries			Funding to be identified Funding to be identified	Expected: Min \$92'400* Max \$270'720*		Not started Not started
Beneficial Ownership Disclosures activity portfolio	Identify need: Technical Assistance Financial assistance Capacity Building for stakeholders	Trainer / Coach / Moderator / Consensus Building Legal and Regulatory Framework Review (see item 4 Legal and Regulatory review) Identify funding for the implementation of the roadmap and further funding for implementation of the beneficial ownership requirements on an ongoing basis Capacity Building for MSG Coaching/Capacity Building for Government Entities Coaching / Capacity Building for Companies Exchange activities with other countries going through BO	EITI Albania / consultancy	September 2016 – March 2017 December 2016 – January 2017 July 2017 – July 2018	WB Grant extra funding			Ongoing
	Institutional framework for beneficial ownership disclosure	Undertake Legal and Regulatory Review with regard to BO Locally and on Internal Level Consultancy service – Coach / Moderator / Consensus Building with stakeholders Consultations with government agencies in order to identify the agency(ies) that is responsible or could best suited to oversee, collate and maintain beneficial ownership	EITI Albania / Consultant Govt. Working group from MF, MJ, ME, Parliamentary	2016 January 2017- December 2018 December 2018	WB funding	\$ 90'000 \$ 20'000		

EITI Albania Work Plan 2016 -2019

		<p><i>information</i></p> <p><i>Consultation with stakeholders with a view to determine the level of detail of the beneficial ownership disclosures (nationality, country of residence, level of ownership, how ownership is exerted, date of birth, residential address, means of contact, etc.) including opportunities and challenges with such disclosures</i></p> <p><i>a. Consultation with government</i></p> <p><i>b. Consultation with civil society</i></p> <p><i>c. Consultation with companies</i></p> <p><i>Agree and appropriate definition and ownership thresholds and disclosure in order to operationalize reporting of beneficial ownership</i></p> <p><i>Implement legal and regulative changes</i></p>	<p><i>commission</i></p> <p><i>EITI Albania lead</i></p> <p><i>MF, MJ, ME, Parliamentary commission Moderator/ Consensus Building</i></p> <p><i>MSG, MF, MJ, ME, Parliamentary commission</i></p> <p><i>Govt. Working group from MF, MJ, ME, Parliamentary commission</i></p>	<p><i>October – December 2017</i></p> <p><i>October 2017- June 2019</i></p>				
	<i>Data timeliness</i>	<p><i>Review what would be the most appropriate time for data collection of beneficial ownership information</i></p> <p><i>Identify an appropriate mechanism for companies to assure the data in the beneficial ownership declarations prior to data collection</i></p>	<i>EITI Albania + MSG</i>	<i>April – December recurring</i>	<i>Funding to be identified</i>	<i>\$ 100'000</i>		

EITI Albania Work Plan 2016 -2019

	<i>Data collection procedures and data accessibility</i>	<i>Identify the companies that will be required to participate in beneficial ownership reporting</i> <i>Identify the most efficient and sustainable data collection approach, including for example developing a beneficial ownership declaration form, or adaption of the EITI's model</i> <i>Increase data accessibility, for example by publication of data in electronic or other open data formats</i> <i>Consider establishing a public beneficial ownership register, ideally integrated in existing corporate or extractive license holder registers</i>	<i>Consultant</i>	<i>August 2017 – May 2018</i>				
<i>Available funds</i>						\$356'120		
<i>Expected Total for WB funded activities (no operative costs)</i>						\$893'000		
<i>Expected Total for proposed activities</i>						\$1'263'620		
<i>Unidentified</i>						\$370'000		

**Funding for these activities is expected from the new grant of World Bank and other donors*